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Class. CHANGED TO: TS S (C)

CONFIDENTIAL

DDA Memo, 4 Apr 77

Auth: DDA REG. 77/1763

Date: 4 Jan 78 By:

MEMORANDUM FOR: Deputy Director (Support)

SUBJECT : OTR Activities

1. The Office of Training reports on the following activities during the month of January 1978:

a. Training Assistance

(1) Two briefings for dependents going overseas were conducted during the month. These briefings, which took place on Saturdays between 0630 and 1700 hours, are keyed to the particular foreign area of assignment and stress problems of personal adjustment to foreign society.

(2) Independent discussions are being held with representatives of G-2 and A-2 of the Army and Air Force concerning OTR assistance in training Army officers and air attaches and A-2 case officers. Several guides and case histories were cleared for release to the special Air Force covert training element, and arrangements with the CI Staff resulted in a member of the Office of Security briefing two representatives of the special Air Force covert training element on counter audio-surveillance. During January two Air Force training officers visited for an orientation tour and demonstration of our facilities.

(3) Training assistance to other U. S. Government components included:

(a) A lecture on the nature and significance of strategic intelligence was given at the U. S. Army Armor School, Fort Knox, Kentucky. Some 300 persons attended the lecture, most of them members of the Officers Advanced Course.

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(b) A briefing on the intelligence community was given for some fifteen members of the NSC Senior Staff Officers Course at Fort Meade, Maryland.

(c) The Intelligence Products Exhibit had 150 visitors, including seventy from NSA and thirty from the Strategic Intelligence School.

(d) A lecture on communism was given at the National War College on 19 January.

(e) Two lectures were given at the Air Command and Staff College at Maxwell Field, Alabama.

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b. Internal Training Activities

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(2) The winter trimester of the Voluntary Language Training Program began during the month with a record enrollment of 401 students. A four-hour briefing conducted on language teaching and linguistics was attended by forty-seven instructors of the VLTP.

(3) Clerical applicant testing has been transferred from R & S Building to 1016 Sixteenth Street to permit Clerical Recruiting personnel to interview applicants and complete the necessary tests on the same day. Formerly an appointment was made for testing on a subsequent date at R & S and delay in EOD resulted.

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(4) Basic Management #49 was completed during the month. [redacted], one of the speakers, created so much interest on the part of the students that the discussion concerning top management policy in the Agency continued three-quarters of an hour beyond normal closing.

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(5) As a result of recent rotation in covert training, all instructors have had operational or overseas experience. [redacted] DD/P Training Officer, has expressed his opinion that increasing demands are being made by DD/P in general fields and covert training in particular. It may be necessary to enlarge the covert training staff. He was told that OTR is in no position to request an increase in ceiling, and should the DD/P wish OTR to honor all requirements regardless of priority, a consultation with the DD/S might well be in order.

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(7) The memorandum requesting approval of an Agency-wide ELINT training program should be submitted to General Cabell during the month of February. The training subcommittee intends to include a request for five additional TGT slots [redacted]

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(8) Verbal notification has been received that our proposed plan for the reorganization [redacted] has been approved. Sixteen applicants are pending against the new T/O; eleven are fully cleared and action is being taken to recruit locally for the remaining vacancies.

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25X1A6A (9) OTR will assign two instructors to assist with the 25X1A6A [] training activity to be conducted []

(10) During January language awards were authorized in the amount of \$11,100 to eighty-four employees. Of the eighty-four awards, five were to DD/S employees. The total awards to date are 1,111 of which 504 were for achievement and 607 for maintenance. Cumulative awards to date now total \$136,000.

c. Monthly Enrollment

During the month of January 1,105 persons were enrolled in OTR conducted courses. Thirty of these were Agency dependents and eight employees of other Government agencies.

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Acting Director of Training

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